



May 2007

Elizabeth A. Jones, Chairman ★ Michael L. Williams, Commissioner ★ Victor G. Carrillo, Commissioner

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Safety News Releases

Media outlets around the state picked up AFRED's monthly safety news release on Safe Transport of Cylinders. AFRED is tracking which of your local papers pick up each release, so that you can include it in your Duty to Warn files. For more information, contact your AFRED marketing representative or Heather Ball at (800) 64-CLEAR.

New Marketer Safety Meeting Materials

This month AFRED is publishing the first in a 12-part series of outlines and handouts for marketers to use as they see fit in their in-house safety programs. A copy of the first set of materials, covering Interruptions of Service, is included in this issue of the Propane Insider.

Each outline in the series will summarize the subject and list the key codes and standards that apply. The handout accompanying each outline will reprint short selections from the applicable AFRED Texas Propane Training manual. A generic documentation form marketers may use to record information about each meeting completes the package.

Over the next 12 months AFRED plans to produce Marketer Safety Meeting outlines and handouts on a wide variety of topics, such as Portable Fire Extinguishers, Personal Protective Equipment, Hazard Communication For Employees, Conducting Safety Meetings (for owners and managers), and Delivery Hose Assembly/Emergency Discharge System Inspections.

Marketers may download the outlines, handouts and documentation forms at www.propane.tx.gov. Click on "Marketer Safety Meeting Outlines."

Progressive Farmer's Idea Home Features Propane

AFRED's Propane Star Builder Richard Laughlin of Laughlin Homes is featuring propane throughout the "Idea Home" he is building for Progressive Farmer magazine in Fredericksburg. The propane products donated by AFRED Advisory Committee member Skeeter LaDue of Gas Equipment and by Manchester Tank will be viewed by the expected 15,000 visitors to the home, as well as by Progressive Farmer's more than 3.4 million readers.

1,500th Firefighter Trained

AFRED's two-year-old propane safety training program for volunteer firefighters and emergency responders reached another milestone on April 2 at a class sponsored by Roadrunner Energy in Uvalde. As of that date, AFRED Training Director Thomas Petru and propane marketer sponsors had trained 1,536 firefighters from 212 departments statewide.

Annell Dorris with Roadrunner Energy was pleased with the positive response from the 62 Uvalde attendees, which included DPS, county and EMS personnel. "Several of my area departments had representatives in attendance, and they are now requesting the training at their own locations," Dorris said. "They feel the information needs to be shared with all of the firemen in their departments. We will be in touch with Thomas to schedule more training for our area."

To sponsor a class for firefighters and emergency responders in your area, contact your AFRED regional representative or Thomas Petru at (512) 463-6930.

Need a Class by May 31?

Now is the time to register for a class for anyone in your company who has a May 31, 2007, training or continuing education deadline. To register, go to www.rrc.state.tx.us, click on "Propane/LP-Gas Training & Certification," and select "Register Now."

As in the past, certificate holders who miss their deadline will receive a cease-operations letter from the Railroad Commission. Effective June 1, these former cardholders will no longer be

legally authorized to perform LP-gas activities. Those who miss the deadline and want to regain their certification may do so by attending a class after May 31.

All AFRED 8-hour classes are free of charge for currently certified individuals who have renewed their cards at least once. The class fee is \$75 for persons who are attending their initial 8-hour class and for uncertified individuals, including those whose certification has lapsed.

Where Are the Classes?

Which One Should I Take?

This month's Propane Insider includes a schedule of AFRED training/continuing-education (T/CE) class and examination dates for the next two months. Employees with May 31, 2007, T/CE due dates who have not already done so should register for a class at www.rrc.state.tx.us as soon as possible, to ensure that their certification continues without interruption on June 1.

This month's Insider also includes AFRED's flier, "What Class Should I Take?" The flier lists all the courses that satisfy the training and continuing-education requirements for each category of certification.

Delivery-Fee Collections

Collections through April 27 totaled \$1,565,056, which is 4 percent below the average of previous years' collections at that date. As of April 21, heating degree-days for Texas as a whole were 1 percent below (i.e., warmer than) normal levels for the 2006-2007 heating season.

FY 2007 as of 5-01-07

REBATE TYPE	REBATE AMOUNT	PAID	PENDING
Water heater--new construction	\$150	\$203,400	\$30,900
Water heater--electric replacement	\$300	\$34,800	\$6,300
Propane Star Home	\$550	\$95,700	\$19,800
Propane SuperStar Home	\$750	\$90,750	\$9,000
TOTAL CONSUMER REBATES		\$424,650	\$66,000

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Railroad Commission of Texas - AFRED Examination and Class Schedule, May 2007.

Walk-in exams every business day, 8 a.m.-12 noon, at 6506 Bolm Road, Austin 78721

Date	City	Course Title	Facility	Address	Exams
May 1	Abilene	3.5 Appliance Controls	TxDOT	4250 N. Clack	NO EXAMS
May 1	Cuero	1.1 Introduction to Propane	Cuero Propane	202 S. Esplanade	NO EXAMS
May 2	Austin	3.8 RV Gas Appliances	RRC	6506 Bolm Road	Students only
May 2	Abilene	2.1 Dispenser Operations - FULL	TxDOT	4250 N. Clack	NO EXAMS
May 2	Fort Worth	2.1 Dispenser Operations - FULL	U-Haul	3017 Alta Mesa Blvd	Students only
May 2	San Antonio	2.1 Dispenser Operations	Travelers World	2617 Roosevelt Ave.	Students only
May 3	Fort Worth	2.1 Dispenser Operations - FULL	U-Haul	3017 Alta Mesa Blvd	Students only
May 3	Abilene	EXAMS ONLY	TxDOT	4250 N. Clack	8:00 a.m.
May 7	Austin	1.1 Introduction to Propane	RRC	6506 Bolm Road	Students only
May 8	Austin	2.1 Dispenser Operations - FULL	RRC	6506 Bolm Road	Students only
May 8	Fort Worth	1.1 Introduction to Propane-FULL	City of F.W.	4100 Columbus Trail	NO EXAMS
May 8	Lufkin	1.1 Introduction to Propane	TxDOT	1805 N. Timberland Dr.	NO EXAMS
May 8	Mesquite	3.11 Residential System Inspection	TxDOT	4777 E. Hwy. 80, Room 3B	NO EXAMS
May 9	Austin	Category F, G, I & J Mgmt - 2 days	RRC	6506 Bolm Road	-
May 9	Fort Worth	2.1 Dispenser Operations - FULL	City of F.W.	4100 Columbus Trail	NO EXAMS
May 9	Lufkin	1.1 Introduction to Propane	TxDOT	1805 N. Timberland Dr.	NO EXAMS
May 9	Mesquite	2.3 Delivery Truck Operations-FULL	TxDOT	4777 E. Hwy. 80, Room 3B	NO EXAMS
May 10	Fort Worth	3.5 Appliance Controls	City of F.W.	4100 Columbus Trail	NO EXAMS
May 10	Lufkin	EXAMS ONLY	TxDOT	1805 N. Timberland Dr.	8:00 a.m.
May 10	Mesquite	EXAMS ONLY	TxDOT	4777 E. Hwy. 80, Room 3B	8:00 a.m.
May 15	Midland	2.3 Delivery Truck Operations	RRC	10 Desta Drive	Students only
May 15	El Paso	2.1 Dispenser Operations	RRC	401 Franklin Ave., Room 485	Students only
May 15	Amarillo	3.5 Appliance Controls	TxDOT	5715 Canyon Drive	NO EXAMS
May 15	Houston	1.1 Introduction to Propane	TxDOT	7721 Washington, Main Bldg	NO EXAMS
May 16	Midland	3.11 Residential System Inspection	RRC	10 Desta Drive	Students only
May 16	El Paso	2.1 Dispenser Operations	RRC	401 Franklin Ave., Room 485	Students only
May 16	Amarillo	2.1 Dispenser Operations	TxDOT	5715 Canyon Drive	NO EXAMS
May 17	Houston	1.1 Introduction to Propane	TxDOT	7721 Washington, VTC Trng Rm	NO EXAMS
May 17	Midland	EXAMS ONLY	RRC	10 Desta Drive	8:00 a.m.
May 17	El Paso	EXAMS ONLY	RRC	401 Franklin Ave., Room 485	8:00 a.m.
May 17	Amarillo	EXAMS ONLY	TxDOT	5715 Canyon Drive	8:00 a.m.
May 21	Austin	1.1 Introduction to Propane	RRC	6506 Bolm Road	Students only
May 21	Nacogdoches	1.1 Introduction to Propane	Foretravel	1221 NW Stallings Drive	NO EXAMS
May 22	Austin	2.1 Dispenser Operations	RRC	6506 Bolm Road	Students only
May 22	Kilgore	1.1 Introduction to Propane	RRC	619 Henderson Blvd	Students only
May 22	Harlingen	3.8 RV Gas Appliances	TCEQ	1804 W Jefferson Ave.	NO EXAMS
May 23	Austin	2.3 Delivery Truck Operations	RRC	6506 Bolm Road	Students only
May 23	Kilgore	1.1 Introduction to Propane-FULL	RRC	619 Henderson Blvd	Students only
May 23	Harlingen	1.1 Introduction to Propane	TCEQ	1804 W Jefferson Ave.	NO EXAMS
May 23	Houston	2.1 Dispenser Operations - FULL	U-Haul	8518 Highway 6 South	Students only
May 24	Austin	3.3 Appliance Conversion, Install, Vent	RRC	6506 Bolm Road	Students only
May 24	Kilgore	EXAMS ONLY	RRC	619 Henderson Blvd	8:00 a.m.
May 24	Harlingen	EXAMS ONLY	TCEQ	1804 W Jefferson Ave.	8:00 a.m.
May 24	Houston	EXAMS ONLY	TxDOT	7721 Washington, Main Bldg	8:00 a.m.
May 29	Austin	2.1 Dispenser Operations	RRC	6506 Bolm Road	Students only
May 29	Austin	3.8 RV Gas Appliances	RRC	6506 Bolm Road	Students only
May 30	Austin	3.5 Appliance Controls	RRC	6506 Bolm Road	Students only
May 30	Austin	1.1 Introduction to Propane	RRC	6506 Bolm Road	Students only
May 31	Austin	2.3 Delivery Truck Operations	RRC	6506 Bolm Road	Students only
May 31	Austin	2.1 Dispenser Operations	RRC	6506 Bolm Road	Students only

Register online for exams or classes at www.rrc.state.tx.us. Click on "Training & Certification."No examinations will be given out after 9:00 a.m. For the latest schedule information about both exams and training/continuing education classes, go to www.rrc.state.tx.us. Click on "Class/Exam Schedule."

Railroad Commission of Texas - AFRED Examination and Class Schedule, June 2007.

Walk-in exams every business day, 8 a.m.-12 noon, at 6506 Bolm Road, Austin 78721

Jun 1	Austin	3.11 Residential System Inspection	RRC	6506 Bolm Road	Students only
Jun 12	Austin	2.1 Dispenser Operations	RRC	6506 Bolm Road	Students only
Jun 12	Corinth	2.1 Dispenser Operations	McClain's RV	5601 S. Stemmons Frwy	Students only
Jun 13	Austin	Category F, G, I & J Mgmt - 2 days	RRC	6506 Bolm Road	-
Jun 13	Corinth	3.8 RV Gas Appliances	McClain's RV	5601 S. Stemmons Frwy	Students only
Jun 13	Mesquite	1.1 Introduction to Propane	TxDOT	4777 E. Hwy. 80, Room 3B	NO EXAMS
Jun 14	Mesquite	1.1 Introduction to Propane	TxDOT	4777 E. Hwy. 80, Ellis Room	NO EXAMS
Jun 14	Garland	EXAMS ONLY	RRC	1546 Rowlett Rd., Suite 107	8:00 a.m.
Jun 18	Austin	Category E Mgmt-Part I	RRC	6506 Bolm Road	-
Jun 25	Austin	Category E Mgmt-Part II	RRC	6506 Bolm Road	-
Jun 26	Midland	2.1 Dispenser Operations	RRC	10 Desta Drive	Students only
Jun 26	Kilgore	1.1 Introduction to Propane	RRC	619 Henderson Blvd	Students only
Jun 27	Midland	2.1 Dispenser Operations	RRC	10 Desta Drive	Students only
Jun 28	Midland	EXAMS ONLY	RRC	10 Desta Drive	8:00 a.m.

Register online for exams or classes at www.rrc.state.tx.us. Click on "Training & Certification."
No examinations will be given out after 9:00 a.m.

For the latest schedule information about both exams and training/continuing education classes, go to www.rrc.state.tx.us. Click on "Class/Exam Schedule."

PROPANE POINTERS



Capping and Plugging of Outlets

Each month AFRED's hunting-dog mascot points to a section of LP-gas code or standard that the Safety Division's LP-gas inspectors often find violated. The "point" of these articles is to facilitate compliance by making marketers more aware of these issues.

This month's article covers a standard that RRC inspectors cited 173 times in the last three years. The standard is NFPA 54 (1999) §3.8.2, which requires outlets to be plugged or capped when not in use

NFPA 54 (1999) §3.8.2 requires every outlet, including a valve or cock outlet, to be closed gastight with a threaded plug or cap immediately after installation until gas utilization equipment is connected to the outlet, and again when the equipment is disconnected and the outlet is not immediately used again. The standard prohibits tin caps, wooden plugs, corks and other improvised methods. Exceptions are provided

for laboratory equipment installed in accordance with NFPA 54 (1999) §5.5.2(a) and for the use of a listed quick-disconnect device with integral shutoff or listed gas convenience outlet.

The standard also requires that shutoff valves installed in fireplaces be removed and the piping capped gastight where the fireplace is used for solid fuel burning.

The most common violations of §3.8.2 are:

- Equipment disconnected or removed, outlet or valve not capped or plugged.
- New piping installed, outlet or valve not capped or plugged.
- Outlet or valve installed behind equipment and not readily accessible. Outlets or valves must be capped or plugged even if they are inaccessible.

WHAT CLASS SHOULD I TAKE?

To receive training or continuing education credit, Railroad Commission rules require applicants for certification and certified individuals to complete courses related to their job duties. Following are the approved courses for each type of LP-gas certification.

Certification/RRC Designation	Approved Courses (Short Title)
Bobtail	1.1 Introduction to Propane 2.1 Dispenser Operations 2.3 Bobtail Operations 3.11 Residential System Inspection Category F, G, I and J Management Course Category E Management Course
Service and Installation	1.1 Introduction to Propane 3.1 Residential System Layout and Design 3.2 Residential System Installation 3.3 Appliance Conversion, Installation and Venting 3.5 Residential Appliance Controls 3.7 Appliance Electrical Troubleshooting and Repair 3.11 Residential System Inspection Category E Management Course
Appliance Service & Installation	1.1 Introduction to Propane 3.3 Appliance Conversion, Installation and Venting 3.5 Residential Appliance Controls 3.7 Appliance Electrical Troubleshooting and Repair 3.11 Residential System Inspection Category E Management Course
Portable Cylinder Filling	1.1 Introduction to Propane 2.1 Dispenser Operations Category F, G, I and J Management Course Category E Management Course
Motor/Mobile Fuel Dispensing	1.1 Introduction to Propane 2.1 Dispenser Operations Category F, G, I and J Management Course Category E Management Course
Recreational Vehicle Technician	1.1 Introduction to Propane 3.5 Residential Appliance Controls 3.8 Recreational Vehicle Gas Appliances Category E Management Course

(over)

Certification/RRC Designation**Approved Courses (Short Title)**

Category D Manager
(Applicant or currently certified)

- 1.1 Introduction to Propane
- 3.1 Residential System Layout and Design
- 3.2 Residential System Installation
- 3.3 Appliance Conversion, Installation and Venting
- 3.5 Residential Appliance Controls
- 3.7 Appliance Electrical Troubleshooting and Repair
- 3.11 Residential System Inspection
- 6.1 Regulatory Compliance for Managers
- Category E Management Course

Category E Manager
(Applicant—not currently certified)

Category E Management Course

Category E Manager/1E
(Currently certified, continuing education)

- 1.1 Introduction to Propane
- 2.1 Dispenser Operations
- 2.3 Bobtail Operations
- 3.1 Residential System Layout and Design
- 3.2 Residential System Installation
- 3.3 Appliance Conversion, Installation and Venting
- 3.5 Residential Appliance Controls
- 3.7 Appliance Electrical Troubleshooting and Repair
- 3.11 Residential System Inspection
- 6.1 Regulatory Compliance for Managers
- Category F, G, I and J Management Course
- Category E Management Course

Category F, G, I or J Manager
(Applicant—not currently certified)

Category F, G, I and J Management Course

Category F, G, or I Manager
(Currently certified, continuing education)

- 1.1 Introduction to Propane
- 2.1 Dispenser Operations
- 6.1 Regulatory Compliance for Managers
- Category F, G, I and J Management Course
- Category E Management Course

Category K Manager
(Applicant or currently certified)

- 1.1 Introduction to Propane
- 3.1 Residential System Layout and Design
- 6.1 Regulatory Compliance for Managers
- Category E Management Course

Category M Manager
(Applicant or currently certified)

- 1.1 Introduction to Propane
- 3.8 Recreational Vehicle Gas Appliances
- 6.1 Regulatory Compliance for Managers
- Category E Management Course

Course descriptions, class schedules, program rules, frequently asked questions and related information are available online at www.rrc.state.tx.us. Click on “Propane/LP-Gas Training” and select any topic.

Railroad Commission classes are free of charge for persons who have paid an annual certification renewal fee. A fee of \$75 for an 8-hour class is charged for new applicants, uncertified individuals and persons whose certification has lapsed.

PROPANE SAFETY MEETING

INTERRUPTIONS OF SERVICE OUTLINE

Summary

Interruption-of-service and out-of-gas calls are costly, time-consuming and potentially hazardous situations. Service must be restored by properly certified technicians, using properly calibrated test instruments, in compliance with all applicable NFPA 54 requirements.

An interruption of service generally relates to out-of-gas situations, but also includes conditions when the main supply valve on the LP-gas stationary storage container is shut off, even if an out-of-gas situation does not exist.

Who should attend

- Delivery truck drivers
- Service and installation technicians
- Customer service representatives (front office staff)

NOTE: Employees in these job categories who do not attend (see below) should be trained on this subject as soon as possible.

Additional Material

Video (available through AFRED's Video Lending Library) Leak Checking and Regulator Performance Tests (7:52 minutes) Segment from PERC/NPTGA video Installing Propane Vapor Distribution Systems #004265.

Key codes and standards for this topic

National Fire Protection Association (NFPA) 54, *National Fuel Gas Code*, 1999 Edition

§4.2.2. Before Turning Gas On. "Before gas is introduced into a system or new gas piping, the entire system shall be inspected to determine that there are no open fittings or ends and that all manual valves at outlets on equipment are closed and all unused valves at outlets are closed and or capped."

§4.2.3.* Test for Leakage. "Immediately after the gas is turned on into a new system or into a system that has been initially restored after an interruption of service, the piping system shall be tested for leakage. If leakage is indicated, the gas supply shall be shut off until the necessary repairs have been made."

It is important to distinguish between the terms "piping pressure test" and a piping "leak check." As defined in NFPA 54:

- A piping pressure test is an operation performed to verify the gastight integrity of gas piping [tubing] following its installation or modification. [The pressure test is a leakage test for piping only and is completed before the piping is connected to any appliance.]
- A leak check is an operation performed on a complete gas piping system and connected equipment prior to placing it into operation following initial installation and pressure testing or interruption of gas supply to verify that the system does not leak.
- The piping system includes all piping, valves, and fittings from the outlet of the point of delivery from the supplier to the outlets of the equipment shutoff valves.

*NFPA 54, Appendix D, Suggested Method for Checking for Leakage.



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Related information

- Test equipment must be accurate.
- The person performing the tests must hold the proper Railroad Commission LP-gas certification.

Company Standard Operating Procedures (SOP)

Note any additional materials used on the attached documentation form, or indicate not applicable.

A company SOP may provide:

- clear identification of customer reports of interruption of service and out-of-gas conditions as they are dispatched to company delivery or service personnel;
- warning and means of documenting warnings to customers. These warnings should properly notify customers of the hazards associated with interruption of service and out-of-gas situations, restoring gas service and the operation of appliances, and potential hazards of interruption of service, out-of-gas situation, gas leakage and/or accumulation.

Documentation

Complete the attached documentation form listing the date, time and location of the safety meeting and the printed names and signatures of attendees, names of persons who need to attend but did not, and copies of any customer materials distributed, video shown, or visual aids used in a demonstration. These materials should be properly filed in a safe location.

Notice

This document and any associated meeting, presentation, or materials do not satisfy any training or continuing education requirement for any license or permit issued or required by the Railroad Commission of Texas. This document is a guide only and the Railroad Commission of Texas is not responsible for the use of this document at any meeting or presentation or for any other use of the document.

INTERRUPTIONS OF SERVICE

PROPANE SAFETY MEETING HANDOUT

Procedures For Handling Out-of-gas Deliveries



Company SOP

Properly and carefully handling interruptions of service, including out of gas situations is a primary concern and task of any employee of an LP-gas marketer. The hazards to customers and LP-gas personnel associated with restoring service and appliance operation after a gas service interruption cannot be ignored. Proper procedures are so important that they are covered in Sections 4.2 and 4.3 of NFPA 54, National Fuel Gas Code, 1999 edition. The following parts are particularly important in handling out of gas situations:



The container service valve(s) must be closed and the appliances must be accessible for a leak check and relighting before placing liquid propane in an out-of-gas container, or the driver must post a customer warning notice.

A leak check should be performed after an out-of-gas delivery for new customers and after a piping pressure test. A system inspection must be performed when restoring service after an out of gas situation.

4.2.1 Test Gases. Fuel gas shall be permitted to be used for leak checks in piping systems that have been tested in accordance with Section 4.1.

4.2.3* Test for Leakage. Immediately after gas is turned on into a new system or into a system that has been initially restored after an interruption of service, the piping system shall be tested for leakage. If leakage is indicated, the gas supply shall be shut off until the necessary repairs have been made.

4.2.4 Placing Equipment into Operation. Gas utilization equipment shall not be placed in operation until after the piping system has been tested in accordance with 4.2.3 and purged in accordance with 4.3.2.

4.3.2 Placing in Operation. (In part) When piping full of air is placed in operation, the air in the piping shall be displaced with fuel gas, provided the piping does not exceed the length shown in Table 4.3.2. The air can be safely displaced with fuel gas provided that a moderately rapid and continuous flow of fuel gas is introduced at one end of the line and air is vented out of the other end. The fuel gas flow shall be continued without interruption until the vented gas is free of air. **The point of the discharge shall not be left unattended during purging.** The vent shall then be closed.

4.3.3 Discharge of Purged Gases. The open end of piping systems being purged shall not discharge into confined spaces or areas where there are sources of ignition unless precautions are taken to perform this operation in a safe manner by ventilation of the space, control of purging rate, and elimination of all hazardous conditions.

Source: Railroad
Commission of Texas,
Texas Propane Training
Module 2.3



RAILROAD COMMISSION OF TEXAS

INTERRUPTIONS OF SERVICE

PROPANE SAFETY MEETING HANDOUT

For the protection of the customer, propane marketer, and company employees, out of gas calls should be fully documented.

When you are involved in an out of gas situation it is vital that your company's Standard Operating Procedures (SOP) be followed.

Company procedures may provide for the following actions:

- Clear identification of customer reports of out of gas conditions as they are dispatched to company delivery or service personnel.
- Provide a warning and means for documenting warnings to customers. These warnings should properly notify customers of the hazards associated with out-of-gas situations, restoring gas service and the operation of appliances, and potential hazards of gas leakage and/or accumulation.

Once you have determined that you have an out of gas situation, customers should be advised that container service valve(s) must be closed before any LP-gas is introduced into the container. Delivery personnel should always verify that the container service valve(s) are closed before transferring any LP-gas into the customer's container.

Follow appliance manufacturer's instructions and applicable sections of NFPA 54 prior to placing the system and equipment back in service.

Inspecting Gas System Appliances And Leak Checking Gas Piping

It is important to distinguish between the terms "piping pressure test" and a piping "leak check." As defined in NFPA 54, National Fuel Gas Code,

NFPA 54
1999 Edition 1.7



LP-gas systems should be leak checked and inspected after an interruption of gas supply.

- A **piping pressure test** is an operation performed to verify the gas-tight integrity of gas piping [tubing] following its installation or modification. The pressure test is a leakage test for piping only and is completed before the piping is connected to any appliance.
- A **leak check** is an operation performed on a complete piping system and connected equipment prior to placing it into operation following initial installation and pressure testing or interruption of gas supply to verify that the system does not leak.
- The **piping system** includes all piping, valves, and fittings from the outlet of the point of delivery from the supplier to the outlet of the equipment shutoff valves.



RAILROAD COMMISSION OF TEXAS

INTERRUPTIONS OF SERVICE

PROPANE SAFETY MEETING HANDOUT



Pressure tests must be made on new or modified piping before appliances are connected.

System leak checks and inspections must follow any pressure test. They must be made for any new customer or out-of-gas customer.

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Section 4.2 of NFPA 54 requires a leak check to be performed before introducing gas into a new system or an existing system if the gas supply has been interrupted. Section 4.3 requires that the gas piping be purged of air and the appliances placed back into service after an interruption of gas supply.

Be sure that you have proper knowledge and training on any system and equipment related to your job duties.

Following your company's standard procedures and all applicable rules for handling interruptions of service, including out-of-gas conditions, is important because the customer may have an open gas valve which is not apparent when the fuel tank is empty. When fuel is placed back into the system, an uncontrolled gas discharge can occur. Company standard operating procedures should ensure that the delivery truck driver identifies the problem and takes appropriate action.

Inspecting the gas system

When inspecting the gas system, NFPA 54 requires the inspector to determine that:

- there are no open fittings or ends;
- all manual valves at outlets on equipment are closed; and
- all unused valves at outlets are closed and plugged or capped.



RAILROAD COMMISSION OF TEXAS

INTERRUPTIONS OF SERVICE

PROPANE SAFETY MEETING HANDOUT

QUIZ

Interruptions of Service

Directions: Select from the list below the response that most correctly completes each of the following statements. Write the letter of your choice in the space provided.

- | | |
|---|--|
| A. rotary gauge | I. CTMV |
| B. piping leak check | J. the service valve(s) is closed |
| C. steady white fog or stream | K. planning and organization |
| D. installation inspection | L. fixed maximum liquid level gauge |
| E. receiving container | M. gas equipment inspection |
| F. for new customers | N. after a piping pressure test |
| G. consistent monitoring of
customer container levels | O. post a customer warning notice |
| H. when placing container
back in service | |

1. After a service interruption (out-of-gas) a _____ and _____ should be completed.
2. Before placing liquid LP-gas in an out-of-gas container, the driver must make sure the _____ and that the appliances are accessible for a leak check and re-lighting, or the driver must _____.
3. Leak checks are required _____, _____, and _____.



RAILROAD COMMISSION OF TEXAS

Don't Miss This Opportunity To Order the Texas Propane Educational & Marketing Foundation's 2008 Consumer Safety Tip & Recipe Calendar

Every household needs a calendar, but whose calendar they get is up to YOU...

- Twelve month calendar comes with a BONUS month
- This full color beautiful calendar comes complete with 6 months of mouth watering recipes and
- 6 months of propane safety tips or featured propane applications/innovations
- Drop down portion of your calendar is customizable to your company

2008 Calendar Pricing	
Black/white logo calendar	
1-color logo calendar	\$ 1.20 each
2-color logo calendar	\$ 1.37 each
Full color logo	\$ 1.77 each
*Plain calendar envelopes	\$ 0.16 each

***For order quantities over 1,000
requesting color logos, you may
qualify for reduced color pricing.
Call TPEMF for a customized quote.***

*Note: For an additional 0.16 cents each you can get calendar envelopes.
Please note: envelopes are not customizable.

- NO maximums, but a minimum order of 100 required
- Shipping is FREE

Fax adjoining order form to (512) 834-0758 to place your order TODAY!
Orders due NO later than July 1, 2007. If you have any questions, please
call (800) 325-7427.

2008 Consumer Safety Tip & Recipe Calendar

(No orders after JULY 1, 2007)

Contact Name: _____

Company Name: _____

Shipping Address: _____

City: _____ State: _____ Zip: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Please check appropriate box:

2008 Calendar Pricing	
<input type="checkbox"/> Black/white logo calendar	\$ 0.75 cents each
<input type="checkbox"/> 1-color logo calendar	\$ 1.20 each
<input type="checkbox"/> 2-color logo calendar	\$ 1.37 each
<input type="checkbox"/> Full color logo	\$ 1.77 each
<input type="checkbox"/> *Plain calendar envelopes	\$ 0.16 each

For order quantities over 1,000 requesting color logos, you may qualify for reduced color pricing. Call TPEMF for a customized quote.

*Note: For an additional 0.16 cents each you can get calendar envelopes. Please note: envelopes are not customizable.

Quantity of calendars: _____

Quantity of envelopes: _____

(minimum order of at least 100)

Signature: _____ Date: _____

If you have any questions regarding the calendar, please call Jackie Richards at
1-800-325-7427.

Please fax order form to 512-834-0758 or mail form to:

**2008 Consumer Safety Tip & Recipe Calendar
Texas Propane Educational & Marketing Foundation
8408 N IH 35 Austin, TX 78753**

GOVERNOR PERRY, AFRED GREET PROPANE MOWER TOUR



High-level escort. Governor Perry and two aides match top speeds with the propane Dixie Chopper.

When Dixie Chopper's "Clean Cut Across America" tour rolled into Austin's Zilker Park on Monday, April 30, they were greeted by a surprise guest: Texas Governor Rick Perry.

Research has found that propane-fueled engines cut the emissions that form ground-level ozone by 50 to 70 percent compared to gasoline. Riding lawn mowers are such good candidates for conversion to clean-burning propane that the only mowers many Texas jurisdictions – including the City of Austin and the Austin Independent School District – allow to be used on ozone action days are propane-powered mowers.



Propane advocates.

Governor Perry (third from left) heard about propane's clean-air benefits from (l to r) AFRED Marketing Director Heather Ball, Dixie Chopper National Sales Manager Matt Land, Central Texas Clean Cities Coordinator Stacy Neef, AFRED Central Texas Regional Coordinator Pat Wilson, and TPGA Executive Director Bill Van Hoy.

To see a video of Governor Rick Perry and the propane Dixie Chopper, go to:
<http://www.youtube.com/watch?v=wx9FXqW7Au8>

MARKETERS *MAKING NEWS*



Tracy Wells assisted Charles Hill of Hill Propane at the Cross Timbers Home and Garden Show in Stephenville. Charles reported the show not only brought in new customers, but also reinforced good relations with his current customers.



AFRED Advisory Committee Chairman Jacinto Briseno, All American Propane, sponsored AFRED's Propane Emergency Responders class in Edinburg. Firefighters from four different cities attended the training.



Eloy Garza and Paula Hernandez, Propane Energy, assisted by AFRED's Rudy De La Garza, staffed their booth at the Corpus Christi Spring Home Show to help educate potential propane customers to the features and benefits of using propane.



Richard Sandifer, Sandifer's LP Gas, and Curtis Donaldson, Clean Fuels USA, display the first 24-hour unmanned propane dispenser in Southeast Texas. AFRED's Susan DeCell helped identify fleets that travel the I-10 corridor and will find this dispenser convenient and accessible at all hours of the day.



Annell Dorris of Roadrunner Energy says several area emergency-response organizations are now requesting the training at their own locations. She notes, "It is nice to see our AFRED dollars at work. Thanks for directing the positive propane image."



Robert, Sharon and Heck Talbott and Allen Carrol, all of Talbott Propane in Victoria, worked with AFRED's Susan DeCell and the TPEMF Balloon Crew to promote propane as Exceptional Energy at the Victoria Builder's Association's Home Products Show.